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SIPDIS

FOR OIG/ISP AND AF/EX

E.O. 12958: N/A

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SUBJECT: POST RESPONSE TO OIG REPORT NUMBER ISP-I-09-22A, MARCH 2009 (INSPECTION OF EMBASSY NIAMEY)

Ref: a) State 67277 b) Niamey 312
c) McCormick - Amb. Allen e-mail of 03 Apr 2009

1. (U) Embassy Niamey provides the status update below to recommendations from the subject report in response to the referenced cable. Post's responses to its "Action" recommendations are provided below:

a. (SBU) Recommendation 1: Embassy Niamey should work with other mission elements to develop and implement a mission-wide communications strategy and public affairs calendar. (Action: Embassy Niamey)

Progress Report: The newly arrived Public Affairs Officer (PAO) at post has developed and implemented a mission-wide communications strategy and public affairs calendar. The PAO meets with mission agency heads on a regular basis to share and receive information and updates on planned mission-wide events and initiatives, and has coordinated a proactive media and public information plan to highlight these activities.

b. (SBU) Recommendation 2: The Bureau of Overseas Buildings Operations, in coordination with Embassy Niamey, should expand and reconfigure the Consular Section's workspace. (Action: OBO, in coordination with Embassy Niamey)

Progress Report: Post has taken the initial steps to begin this project by moving the access doors to the conference room so that the non-load bearing wall separating the Consular Section can be moved back to enlarge the consular space. Post will coordinate with OBO as required to move forward with this renovation as part of the OBO rehabilitation project scheduled for 2010.

c. (SBU) Recommendation 3: The Bureau of Overseas Buildings Operations, in coordination with Embassy Niamey, should provide controlled workspace for the collection of consular fees. (Action: OBO, in coordination with Embassy Niamey)

Progress Report: Post will coordinate with OBO as required to move forward with this renovation as part of the OBO rehabilitation project scheduled for 2010.

d. (SBU) Recommendation 6: Embassy Niamey should implement a residential furniture pool. (Action: Embassy Niamey)

Progress Report: The agency representatives approved the proposal and the ICASS Council adopted a furniture pool at the June 2009 meeting. Post began implementing the ICASS furniture pool during this summer transfer season and all residential furniture is being transferred to ICASS in the NEPA inventory system.

e. (SBU) Recommendation 7: Embassy Niamey should establish a preventive maintenance program and begin scheduling preventive maintenance visits to the residences. (Action: Embassy Niamey)

Progress Report: A preventive maintenance program already exists for monthly preventive maintenance of generators and quarterly preventive maintenance of water distillers. A preventive

maintenance program for air conditioners was initiated by the TDY Facilities Manager and has been well received by all residents. The ICASS Council approved a request for two trades helpers, a refrigeration/air conditioning technician, and an electrician at the June 2009 meeting. HR currently is conducting the recruitment to fill these vacancies, having completed the classification of the positions upon receipt of completed position descriptions.

f. (SBU) Recommendation 9: Embassy Niamey should add a locally employed staff member to the customs and shipping section. (Action: Embassy Niamey)

Progress Report: The request for a Shipping Assistant was put forward to the ICASS Council for consideration at the June 2009 meeting. The position request was approved, a position description has been completed, the position has been classified, and recruitment currently is underway to fill this position.

g. (SBU) Recommendation 10: The Bureau of Overseas Buildings Operations, in coordination with Embassy Niamey, should build a structure to relocate unclassified telephone equipment. (Action: OBO, in coordination with Embassy Niamey)

Progress Report: Post is awaiting OBO inspection, review and approval of the completed demarcation building. The telephone switch has been installed in the new structure and post has established a Virtual Private Network (VPN).

h. (SBU) Recommendation 11: Embassy Niamey should establish recordkeeping procedures that require staff to sign for entry and departure from the frame room. (Action: Embassy Niamey)

Progress Report: IMO maintains a record of access in compliance

with 12 FAH-6 H551.5-6-3 (c). Niamey is not a critical technical threat post. The access list and formal sign in sheet records the specific room accessed, name of uncleared individuals, name of the escort, date and time, as well as work performed.

i. (SBU) Recommendation 13: Embassy Niamey should develop a contingency plan and system documentation for its classified and unclassified information networks and systems. (Action: Embassy Niamey)

Progress Report: Although a Memorandum of Agreement was established with Embassy Dakar for off-site storage of back-up tapes, discontinuation of Air Senegal flights has prevented regular shipment of back-up tapes. Regional courier service is now using Air Burkina, but flights are sporadic. Service thus has not been able to maintain a bi-weekly schedule for delivery of the classified pouch. Progress on systems documentation has been made, but the departure of the IMS in June left the IMO to manage operations solo until the arrival of the new IMS in mid-September. Post is slated to receive an IRM/GITM-funded FilesX system that will backup Post's classified and unclassified information to Washington via the network in 2011.

j. (SBU) Recommendation 14: Embassy Niamey should identify and label wiring and cabling and remove unneeded wiring throughout the compound and the American Cultural Center. (Action: Embassy Niamey)

Progress Report: Post will coordinate with OBO concerning the Chancery refurbishment project and DS concerning the security upgrade project to minimize repetitive work and streamline the labeling and clean up of cabling throughout the compound as upgrades are installed. IMO is working with OBO and RIMC to rewire the cabling. IMO has created a Build of Material (BOM) and had ordered the BOM to start rewiring the Embassy. Embassy will start removing unused wire when the new additional staff is hired in ISC.

12. (SBU) Per Ref A, recommendations 4, 8, 12, 15, 16, 17, 18, and 19 were closed previously. Post herein addresses and considers OIG recommendations 1, 6, 7, 9, and 11 worthy of closure, as discussed in the progress reports above. Post has made significant progress on OIG recommendations 2, 10, and 13. Post will continue to work with OBO to take additional measures to close out OIG recommendations 2, 3, 5, and 10. Finally, Post will continue to

seek the necessary resources to address OIG recommendation 14.

ALLEN